

Finance and Labor Relations Committee
Regular Meeting
Thursday, February 6, 2019 Regular Meeting at 6:30pm
City Hall, 31 S. Madison Street, Evansville, WI

1. **Call to order.** Cole called the meeting to order at 6:30pm.
2. **Roll Call:** Members present: Alderpersons Rick Cole and Dianne Duggan. Others present: Mayor Bill Hurtley, City Administrator/Finance Director Ian Rigg, and Utility and Finance Accountant Julie Roberts.
3. **Approval of Agenda.** Cole made a motion, seconded by Duggan to approve the agenda with as presented. Motion approved 2-0.
4. **Minutes.** Duggan made a motion, seconded by Cole to waive the reading of the minutes of the January 3, 2019 regular meeting and to approve them as printed. Motion approved 2-0.
5. **Citizen appearances.** None
6. **Bills.** Duggan made a motion, seconded by Cole to accept the City bills as presented in the amount of \$4,704,068.80. Motion approved 2-0 on roll call.
7. **New Business.**
8. **City Administrator Finance Director Report.**
 - A. **Motion to recommend to Common Council Employee Assistance Program renewal agreement with ESI.** Cole made a motion, seconded by Duggan to recommend Common Council employee assistance program renewal with ESI. Rigg stated that some minor changes have been made but for the most part it has stayed the same. Motion approved 2-0.
 - B. **Motion to recommend to Common Council actuarial valuation service agreement with Key Benefit Concepts.** Cole made a motion, seconded by Duggan to recommend to Common Council actuarial valuation service agreement with Key Benefit Concepts. Rigg reviewed the agreement. It is necessary for us to do this for GASB 75 requirements. This company comes recommended by our audit firm. Motion approved 2-0.
 - C. **Update on 2018 Fiscal Year fund balances.** Rigg stated that the number are not final at this point but we are doing well. Fund 10 cash balance will be around 36.3% for our policy. TID 5 is in the negative. TID 9 is in the negative as a result of the administrative costs of its creation. Debt service has a fund balance that we will be drawing off of as well as capital. We do not need to borrow any more for ambulance with the EMS fund balance being good.
 - D. **Motion to recommend to Common Council Resolution 2019-02, 2018 Fiscal Year Budget Amendment.** Cole made a motion, seconded by Duggan to recommend to Common Council Resolution 2019-02, 2018 Fiscal Year Budget Amendment. For General Government overall costs are down. Court had some additional costs with staff changes. Police part time staff cost increase was largely due to transition was when full time staff left. Building inspection increase was due

to increase in demands creating some overtime. We exceeded permit revenue. Public works had an increase in recycling costs. Parks and recreation increase due to park and pool repairs. Rigg will talk with pool director regarding wages for pool. Tourism underspent and exceed revenues. Housing and revolving loan fund newly established. Library exceeded expectations in donations. Revenue losses in cemetery. TIDs had some addition expenses for refinancing and the new TID. Motion approved 2-0.

- E. **Refinancing Options.** Rigg spoke with Greg at Ehlers. He is keeping an eye on refinancing options. We may have to borrow extra for a squad care replacement. Middle school construction is moving faster than anticipated. We may need to borrow for 1st and 2nd street construction. There are two planned projects for water. Booster station being talked about may go through a small local bank.
- F. **Future Borrowing.** Current debt has drop off in 2022. With that drop off you are pretty much dealing with the Library and refinances. The impact on mill rate was shown. We used 2% increase in growth and valuation. Rigg discussed some future projects. We could use a referendum in the 2020 general election for West Side Park and Aquatic Center with 20 year borrowing for each.

9. **Unfinished business.**

- A. **Project updates (place holder).** There is an issue with the Library foundation that was not anticipated. Some work needs to be done with drainage around the old addition. Sewer plant new lift station is up but not 100% online yet. There is some fine tuning to be done yet. Assessments not done on Franklin, Jackson and Kinsey yet because lead service lines still need replacement. That will be completed in the spring.

10. **Meeting Discussion: The next regular meeting will be March 7, 2019 at 6:00pm.**

- 11. **Adjourn.** Cole made a motion, seconded by Duggan to adjourn the meeting at 7:20pm. Motion carried 2-0.

Julie Roberts, Utility and Finance Accountant